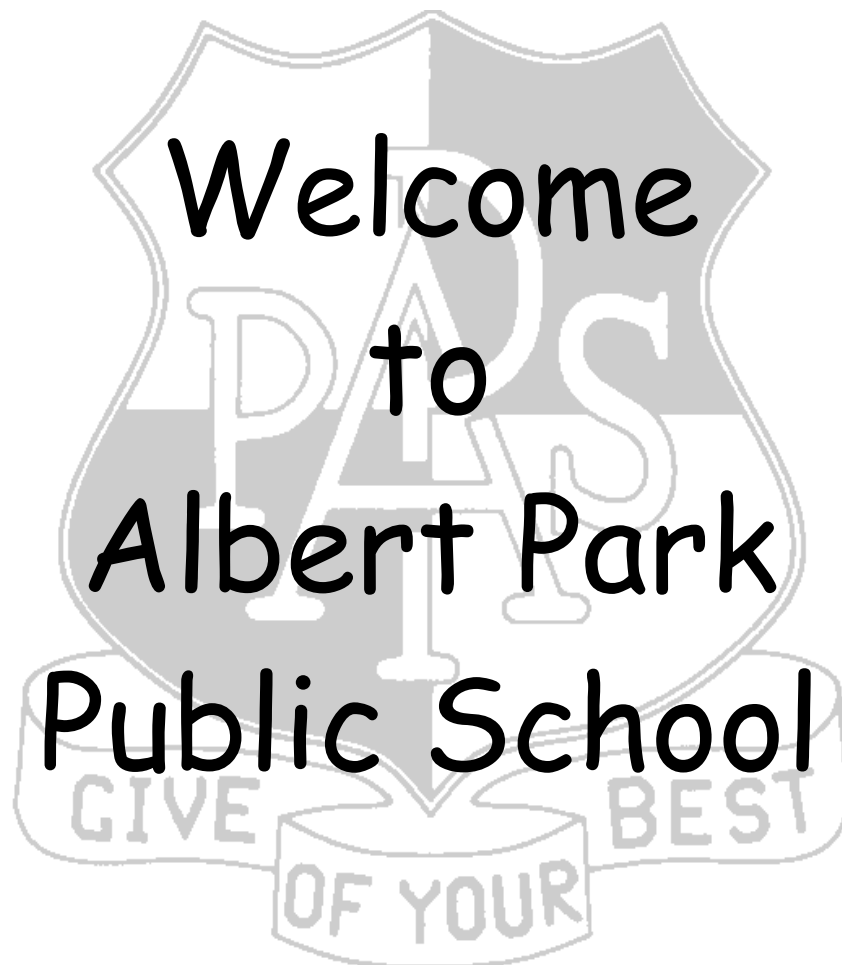


*Albert Park
Public School*



344 Keen Street East Lismore 2480
(P.O. Box 450 Lismore 2480)

Phone: (02) 6621 3259
Fax: (02) 6622 0560

Principal : David Bartholomaeus

Email: albertpk-p.school@det.nsw.edu.au



School Aims

Our programs encourage intellectual, physical, social, and moral growth.

We teach students to have concern and respect for each other.

Children learn basic social values, responsibilities and the consequences of personal actions.

Our staff are continually updating their knowledge of the curriculum and their teaching skills.

The whole School Community is involved in school planning.



Parental Participation

Albert Park School encourages parents to become involved in their children's education.

Our newsletter gives parents information on school activities.

Parents are encouraged to attend child centred activities at school.

Parents are welcome to come along to school and help as parent helpers.

Parents are invited to attend Parents & Citizens meetings. These meetings are held at the school on the third Monday of the month and discuss and plan school activities and policies.

School Contribution Fee There are no school fees.

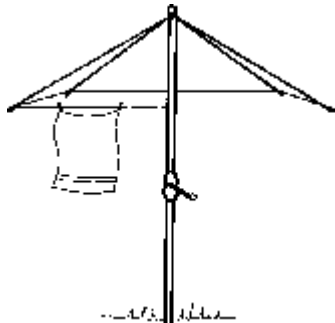


SCHOOL HOURS

SCHOOL HOURS

The School Day is organised into three sessions:

9:10am	11:00am	Classes
11:00am	11:30am	Recess
11:30am	1:00pm	Classes
1:00pm	2:00pm	Lunch
2:00pm	3:10pm	Classes

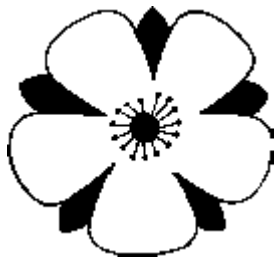


Lost Property

Lost property is stored in a box in the infants basement.

From time to time lost property is put out at an assembly and children are asked to check for missing items.

Parents are encouraged to clearly mark their child's name on his/her clothing.



Scripture

Scripture groups are held each Tuesday, from 10:30am to 11:00am.

The groups are divided into Senior and Infants groups for Catholic, Protestant and bahai instruction. Non-Scripture children remain in their classrooms with their class teacher.

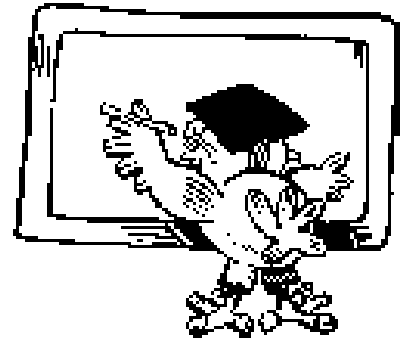


Canteen

The School Canteen is run by the P.& C. and is open each Friday.

The canteen provides a range of food at reasonable prices. Profits are used to support school programs.

School Staff 2008



PRINCIPAL

Mr David Bartholomaeus

TEACHERS

Mrs. Alison Bath

Mr Paul Mclauchlan

SUPPORT TEACHERS

Ms. Laura Adsett

Ms. Lauren Pine

SCHOOL COUNSELLOR

Mr Scott Gould

TEACHERS' AIDES

Mrs. G Fischer

Mr D Dainty

Mrs S Robertson

Mrs. G Doust

School Administrative Manager

Mrs Kimm Giacobetti

SCHOOL CLEANER

Mr. John Stevens

GENERAL ASSISTANT

Mr. Gary Bates

School Newsletter

Our fortnightly mailed Newsletter gives parents;
general school, P. & C.,
canteen and community information.



Student Progress



Albert Park School uses a program of continuous and progressive assessment for each pupil.

Parent interviews are arranged at the end of Term 2 when portfolios are discussed.

At other times throughout the year parents are invited to contact their child's teacher through the school office when a mutually convenient meeting time will be arranged.

Technology



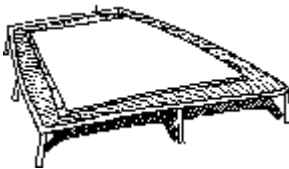
Albert Park is proud to have modern technology with access to computers, internet connection, visual aids and audio equipment.

All students Kindergarten to Year 6 have access to the computers in their classrooms.

Student Welfare



Albert Park School promotes student self esteem through positive reinforcement. Our ultimate aim is student self discipline.



We also involve parents in the discipline process and parents are automatically informed of serious discipline breaches.

Parents are also told about their child's consistent positive behaviour.

Albert Park School Behaviour policy promotes good discipline and effective learning.

School Rules

As part of the School's Student Welfare Policy the school has five rules.

They were developed after all students were surveyed and discussion took place between staff, students and parents.

The School Rules are:-

Keep it Clean

Respect Others

Look after Nature

Use your Best Manners

Play Sensibly and Safely



Attendance at School

Children learn best when they attend school regularly.

Class rolls are marked each day and are checked by the Home School Liaison Officer.

The Home School Liaison Officer may contact parents about frequent or unexplained absences. (Of course children should not come to school if they are unwell.)

Parents can advise the school the reason for a child's absence in any of the following ways.

1. Write a note to the Class Teacher, or
2. Telephone the school office and leave a message, or

Infectious Diseases

It is probable that at some time during your child's school career he/she will contract one of the common diseases of childhood.



Some of these diseases have an exclusion period from school. These may include Chicken Pox, Measles, Mumps, German Measles, Impetigo, Pediculosis (Head Lice) and Conjunctivitis. Your family doctor can advise you. Also information about exclusion periods can be obtained from the School Office.

Accidents & Illnesses



The School subscribes to the Ambulance Fund and in case of serious accident an ambulance will be called if necessary. (Of course every endeavour is also made to contact parents.)

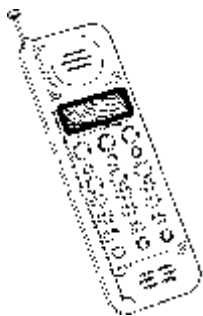
In minor cases of sickness or injury the children are attended to usually by Mrs. Giacobetti, who has a Senior First Aid Certificate.

We have a sick bay where children who are unwell can rest. At the discretion of a member of staff parents are telephoned to come and take their child home if this seems more prudent.

Medication

We do not administer any medication without written parental authority. If your child has a course of medicine to complete or some form of regular medication you should speak to your child's teacher or Mrs. Giacobetti.

Emergency Contact



Parents are asked to advise the school of home phone numbers and contacts in case parents cannot be reached in emergencies.

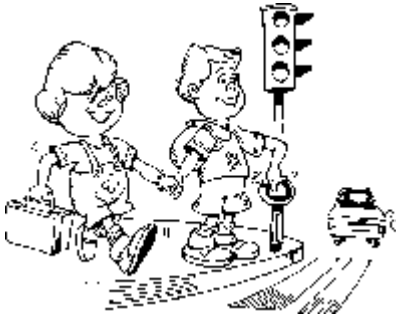
Please advise of any changes of address or telephone numbers.

BUS TRAVEL



The majority of our students travel to and from school by bus. This involves many routes.

You should phone the relevant company (usually Kirklands Bus Service 622 1499) to find out times and pick up points.



Parents who pick their children up from school by car are requested to park their car and come and meet their child/ children at the gate. This avoids the obvious danger of children running across the road to meet their parents.

Children who ride bicycles

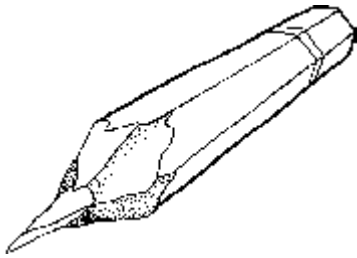


Parents are strongly advised to regularly do a safety check of their child's/children's bicycles - ie. brakes, chains, seat etc.

Needless to say all children who ride bicycles anywhere should wear helmets.

Children should be familiar with, and obey Road Rules when they ride to school.

Homework



The development of home study skills becomes increasingly important as a student progresses through the school.

The amount of time spent on homework will vary with the individual student and his/her year level.

Homework is optional.

Excursions

Each class participates in excursions throughout the year.

These are carefully planned by the teachers and are seen as important parts of the curriculum.

They are usually tied with a unit of work and have educational value as well as providing social contact and interaction.

Intensive Reading Class

Our School is the base for an Intensive Reading Class. This class operates 5 days per week from 9:10am - 12:30pm in Terms 1 & 4.

The class takes students from all schools and is not solely for students of Albert Park.

School Counsellors and Regional Guidance staff are responsible for placing students in the class. The children do intensive language work with the aim of developing sound reading skills.

Information for Volunteers



We love to have parents and volunteers in the school because they bring new skills to the school and help students achieve their potential. However we need to ensure student protection and volunteer protection, by negotiating volunteer roles and ensuring that departmental policies and procedures are followed.

To ensure this, the following procedures are to be followed:

- All visitors sign the visitors book at the office when they enter the school. They sign out when they leave.
- All volunteer work with students has been authorised by the principal before being undertaken,
- Volunteers have organised with the teacher on class, the times they will be working with children and the children they will be working with.
- All information gained at school is confidential. No information about any child at school should be passed on without the prior permission of the principal.
- Any discipline of children should be left to the class teacher or principal.

Parents please note that it is a requirement of the Department that you report to the front office and sign the visitors book each time you enter the school grounds, even if it is for something like dropping off a school lunch for your child